

ADMINISTRATIVE - INTERNAL USE ONLY

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PRINTING AND PHOTOGRAPHY DIVISION  
WEEKLY REPORT FOR PERIOD ENDING  
6 December - 12 December 1984

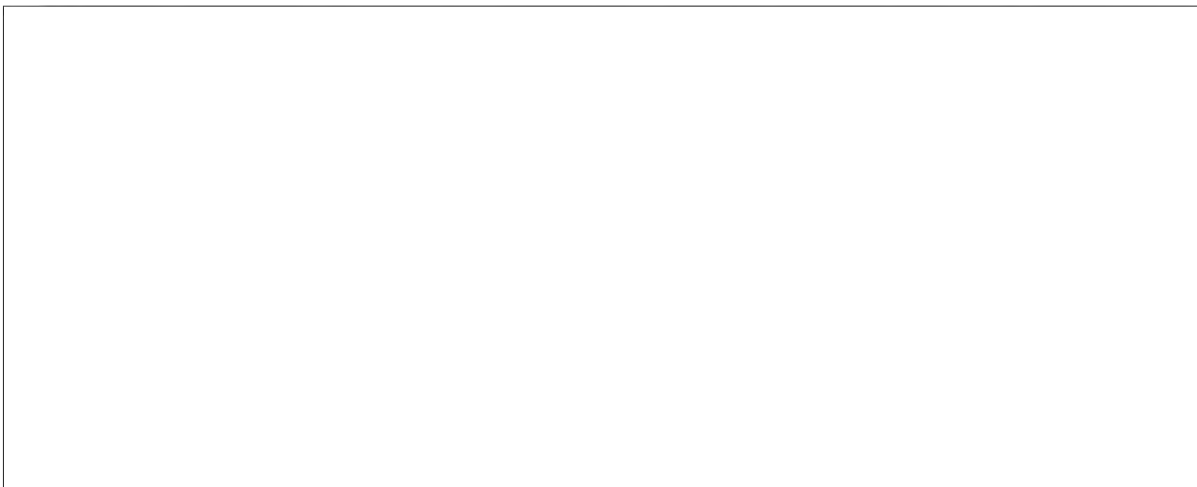
1. Items or Events of Major Interest that have Occurred  
During the Preceding Week

A. ADP Activities:

1. The Budget Module for the Office of Logistics, Printing and Photography Division (P&PD/OL) Management Information System (MIS) was brought on-line on Thursday, 6 December 1984. Training was provided by the ADP Staff to the Logistical Support Staff in the use of this new module. A small amount of data has thus far been input to the module with no major problems found. A few minor enhancements have been suggested for this module and will be incorporated in the very near future. The ADP Staff still continue to monitor the use of and output from this module for any errors.

NO

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P&PD is also planning to call [redacted] to come in and explain this faux pas prior to the January 7 meeting. A contracting officer will also be requested to attend.

3. Autologic "Bit Blasters": One of the two Autologic "Bit Blasters" (laser printers with full font capacity) has been installed and is running in a test environment in the OL/P&PD Electronic Text Editing and Composition System (ETECS) facility. These devices will be used as "proof Printers" for typeset publications in lieu of the expensive film output from phototypesetters. It is anticipated that when both "Bit Blasters" are operational, P&PD will save considerable supply funds in Resin Coated (RC) film. *yes 2 cl.*

#### B. Micrographics Activities:

1. P&PD representatives met with representatives of Bell & Howell's COM Products Division on Thursday last week. The meeting was arranged to discuss the service requirements of P&PD's COM Center and Bell & Howell's (B&H) contract negotiations with GSA. [redacted] *0*

[redacted] Office of Information Services (OIS) and P&PD are receiving about five telephone inquiries daily asking for additional information or to clarify paperwork requirements. We estimate there are 54 active applications, and revalidation efforts will conclude in approximately three months. *STAT*

C. Pressroom Activities: The Press Branch is having a problem printing the cover of an Agency brochure. The cover stock, which has been replaced once, was contaminated during manufacture with a waxy substance. Since a third shipment would have to await a new millrun extending delivery of the brochure by weeks, an alternative method for printing the cover on letterpress will be tried. Preliminary testing of the stock at the [redacted] indicates the letterpress alternative may work. Engravings for letterpress have been ordered from Office of Technical Services. *no*

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*Telephone*

II. Significant Events Anticipated During the Coming Week

A. Agency Phone Book: ~~Now that the dylux proof has been approved for printing, P&PD is preparing to go to Press with this 44-page, 8,000-copy publication. Although a lot~~ *much* *yes* of press and bindery work remains to be completed, P&PD is hopeful that the ~~phone~~ *phone* book will be completed by the end of December.

B. CAMEX "Breeze" Terminal: The new CAMEX, Inc. "Breeze" terminal, a high-resolution terminal with tremendous capability for forms, flowcharts, and graphic work, is scheduled for delivery on Monday, 17 December. Installation should occur late next week, and training for two P&PD employees will occur in late January. This terminal is an upgraded version of the existing CAMEX "ProFormer" forms system in operation for two years.



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